

**Colorado Workforce Development Council (CWDC)**  
**STATE WORKFORCE INVESTMENT SYSTEM (SWIS) COMMITTEE**  
**MEETING**

February 19, 2004

Arapahoe/Douglas Works  
Arapahoe CenterPoint Plaza  
Littleton Room  
14980 E. Alameda  
Aurora, CO 80012

**Meeting Summary**

**In Attendance**

**Members:**

Pat Buys, Mark Warne, Walt Speckman, Mary Kay Cook, Samantha O'Neill,  
Doug Glenn, Barbara Kirkmeyer

**Members Absent:**

Nancy Stahoviak, Jeff Wells, Mary Hillsman, Les Watkins, Jim Rowell

**Guests:**

Tom Morgan, Dr. Wande Reweta, Elise Lowe-Vaughn, Tami Beaty, Kathy Otten

**Staff:**

Booker Graves, Sharon Barnes, Janice Mirshab

**I. WELCOME & INTRODUCTIONS**

Ms. Buys called the meeting to order at 10:00 a.m. and had the committee and guests introduce themselves.

**II. DIRECTORS REPORT**

- Booker Graves informed the committee that the Federal Government has taken money from some states who did not spend at least 30% of the WIA funds, however Colorado did spend the required amount and therefore received \$25,000 for compliance.
- The WIA reauthorization appears to be stuck in Washington D.C. This Bill has to go to the conference committee. However no one has been named to the Conference Committee for either the House or Senate. Therefore it will be

difficult to make it through Congress this session. If the reauthorization legislation is not passed, WIA would have to be funded through a continuing resolution.

- Next year's budget takes money from Employment & Training and transfers it to the Community College System. Members of the SWIS committee discussed the need to start communication efforts with the Community Colleges for use of these funds.
- Booker talked about a Program Rating Assessment Tool that the federal government USDOL is starting to use to evaluate over 300 Federal programs. Three programs that involve employment and training dollars were in the group evaluated this year. The Youth, Dislocated Worker, and Trade Readjustment programs. Of these only the Dislocated Worker program was deemed effective through the use of this assessment tool.
- The E-Learning Portal program has a new Coordinator, Dr. Mary Ann Roe, and she will be assembling a team of people for content development.
- Booker announced the March 10, 2004 Orientation for new members, the next Council meeting scheduled for March 24, 2004 and the SWIS meeting on May 6, 2004.

### **III. WORKFORCE REENTRY PROJECT - Decision Document**

Booker introduced Kathy Otten, from CDLE, to discuss the Motherhood Initiative for Women offenders. The program has been supported from a federal WTW grant and it assists women in the development of Individualized Treatment Plans, education in areas of employment, job readiness and retention.

There are female offenders currently enrolled in the reentry project and there is a need for \$72,000 to complete the reintegration program. Colorado Department of Labor and Employment is able to provide \$36,000 for this effort and asks that the SWIS Committee contribute the balance of \$36,000.

#### **Motion:**

Mr. Walt Speckman moved that the SWIS committee approve the expenditure of \$36,000 for expenses that are appropriate uses of WIA funds. In addition it is requested that the SWIS Committee get a letter of support for this project from the Mayor's Office of Workforce Development. Mr. Mark Warne seconded the Motion.

All approved, **MOTION PASSED.**

#### **IV. JOB VACANCY SURVEY & FUTURE**

Dr. Wande Reweta and Tom Morgan from CDLE, Labor Market Information Department distributed a packet of information regard the Job Vacancy Survey and made a presentation to the Committee. This Survey is a tool that can tell the requirements and skills needed for various jobs. The JVS currently covers eleven regions. The information generated from this program is used by Career Counselors and gives detailed employer information in each region.

As a result of the presentation the Committee discussion resulted in questions that need to be addressed such as cost and how can other agencies who would benefit from this program be encouraged to contribute financially. LMI is encouraged to look at the cost and make recommendations for increasing the partner contribution to this effort. The Committee members need more time to discuss the use of the program and will put this on the agenda at a future meeting.

#### **V. ROCKY MOUNTAIN WORKFORCE DEVELOPMENT CONFERENCE and CHAIR'S RECEPTION**

The Committee discussed the need to continue to recognize excellence. In the past there has always been a reception and an event to acknowledge the recipients. It was suggested a luncheon be hosted by the Council at the RMWDC, and continue the Chairman's reception. The Office of Workforce Development would increase the amount of funds to the conference to cover the cost of the luncheon and board presentation.

##### **Motion**

A motion was made by Doug Glenn and seconded by Barbara Kirkmeyer to host an awards event and luncheon at the RMWDC and continue the Chair's reception.

All approved, **MOTION PASSED.**

#### **VI. DISTRIBUTION OF AWARDS PRESENTATION**

Booker distributed the Continuous Improvement Management System (CIMS) Preliminary Awards Profile. This document detailed the amount available for distribution.

##### **Motion**

A motion was made by Mary Kay Cook to accept the distribution of funds model for the CIMS awards. Walt Speckman seconded the motion.

All approved **MOTION PASSED.**

## **VII. DISTRIBUTION OF ANNUAL REPORT**

A copy of the WIA Program Year 2002 Annual Report was distributed to the Committee.

## **VIII. QUATERLY REPORTS REVIEW**

The Adult Discretionary Grant Status Report for the Quarter Ending December 31, 2003, and the Financial Status report was distributed to the committee. These documents detailed the performance status of each of the programs that the SWIS Committee recommended for funding.

## **IX. VOLUNTEERS NEED FOR GRANT REVIEW**

Booker asked for volunteers to review the proposals that will be submitted in April. He has asked that those who would like to volunteer could send an e-mail to him. Two members expressed an interest.

The Meeting was adjourned at 12:15 p.m.